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Open Records

Can Members of the Public View Lawrence County Records?

In Tennessee, unless a law or regulation states otherwise, government records must be made available for viewing. There is no requirement for a "Freedom of Information Act" formal request. Listed below are a few examples of records series which are open and some which are confidential.

Records Which Are Open to the Public

- Court Records (except for Juvenile Court)
 - County Financial Records
 - Construction Plans (submitted to Codes Administration for approval)
 - Property Assessment & Tax Records
 - Minutes of County Commission Meetings
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Please be aware that Records Management fills requests for **specific** documents. We are not equipped to be a third-party research organization. Therefore, it is of great help to know as much as possible when asking about records. It is usually a good idea to call the office which created the record and get docket numbers, permit numbers, names, dates, etc.

Most permanent-value, historical, county documents which are twenty-five or more years old are housed in the **Lawrence County Archives**, 2588 Highway 43 South Leoma, TN 38468. The hours of operation are Monday through Friday from 8:00 am to 4:30 pm. The telephone number is (931) 852-4091.

Records Which Are Confidential

As stated in the opening paragraph, most government records are available for viewing. Here are two exceptions:

- **School Records (transcripts, standardized test scores, etc.)**

According to state and Federal law, access to student records is restricted. Please be patient and understanding when Records Management insists upon presentation of valid identification and/or signed release forms from former students. Parents and legal guardians can obtain copies of school records for children who are not yet eighteen.

- **Juvenile Court Records**

Individuals who wish to see Juvenile or other Court records regarding adoptions, foster home placement, or custody must obtain permission from Juvenile Court before access can be granted.